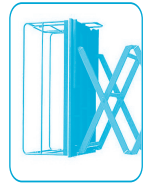


Powered Access

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.



It is important to read all of this leaflet BEFORE you use the powered access

- Plan the use of Powered Access so that it can always be used safely.
- If your access platform has an engine, remember that petrol or diesel fuel is highly flammable. Take care not to cause a fire or explosion.
- This equipment is designed to provide a working platform at height for persons and their tools, up to the safe working load of the platform.
- The action of this access platform can cause injury or damage to the equipment is not used in a careful and controlled way.
- Do not try to use this powered access platform unless you are fully competent to do so. You must have had adequate previous experience, or a course of instruction from a responsible person.
- Anyone working on moving mechanical plant on a construction site should have at least a certificate of Training Achievement (CTA) for Construction Plant Operators is required on many construction sites. Training to achieve a CTA is available from CITB appointed bodies.
- You should not attempt to load or unload the machine from a truck or trailer unless you are fully experienced in doing so.
- You should always wear the correct safety harness or safety belt as specified in the user manual.
- At least the following items of personal protective equipment: safety helmet, high visibility clothing, safety boots, safety glasses or face shield, and a fall arrest system; this access platform must not be used by minors, or by anyone under the influence of drugs or alcohol.
- This access platform is designed for operation by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.



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WIND SPEED

- The access platform must not be used when the wind speed exceeds that recommended by the manufacturer. This is frequently stated as a strong breeze, strong enough to set large branches in motion, or when umbrellas can be used only with difficulty.
- Remember that wind speeds may increase quickly above ground height, and that large buildings can cause local gusting far greater than average wind speeds.
- Take care when handling sheets and panels – they can act like sails and affect the stability of the machine.
- On windy days, operators should wear warm clothing to protect themselves against chill.

SAFE WORKING LOAD

- Access platforms must not be used as a crane for lifting material.
- The safe working load (SWL) is the maximum load that the access platform will carry. This includes persons, tools, equipment and materials. The SWL must never be exceeded. Trying to put more than the SWL onto the platform is very dangerous, and may cause the machine to overturn or collapse.
- The SWL will be showing clearly on the access platform. This may also be shown in the form of a picture, showing the number of persons permitted on the platform. If only a weight is stated, you should allow 80 to 100kg for each person.
- You will also need to allow for all of the tools, equipment and materials that you will be using, including any items that you may put on the platform when elevated, for example light fittings.

Please store this leaflet safely. It may be required for further information



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WORK AREA

- Do not use this powered access platform where there is a danger of explosion. It will ignite fumes from petrol, or gas cylinders.
- To reduce the risk of serious or fatal injury from breathing toxic fumes, do not use an engine powered access platform inside a building or closed space unless the area is well ventilated.
- Corridor off the whole operating area with suitable cones or barriers to make other people aware of a potential hazard.
- This equipment should only be used on firm level ground. When working, take care to avoid soft ground, slopes, holes and trenches, drains and gullies, manhole covers, cables and other areas that may collapse or objects that may damage the tyres.
- Railway sleepers or similar heavy obstacles should be put about 2m (6ft) away from the edge of any trenches that you may need to go near. They will stop you getting too close.
- Check there are no tree branches, scaffolding, electric cables or anything else you may collide with while working at height.
- If there are any overhead high voltage power cables near your work, area, make sure that every part of the access platform is always at least 15m (50ft) away from the cables. Remember high voltages can jump across large gaps.
- Walk around your work area and remove any sharp objects which could become embedded in the tyres.

OPERATORS

- Only use this equipment if you are fully alert and able to concentrate properly. You must not use it if you are under the influence of drink or drugs. In addition you will need to feel confident and comfortable when working at height.
- The following items of personal protective equipment (PPE) are the minimum that should be worn whenever you use this access platform. Particular jobs or environments may require a higher level of protection.
- You must wear a safety helmet (EN 397 or BS5240) when you are working at height. You must always wear a safety helmet when on a construction site.
- Wear safety boots (EN345 or BS1870/4972) or at least sturdy shoes when working with the access platform.
- You should wear a reflective vest or similar high visibility garment.
- If your access platform is fitted with PPE, you should wear the PPE. It is recommended that you should wear a full safety harness connected to the anchorage point.
- The harness should be correctly attached to the anchorage point. Do not allow the anchorage point to be lanyard that prevents you falling off the platform, or a fall arrest system; a shock absorbing lanyard which stops your fall safely if you do fall off the platform.
- Falls are usually caused by sudden unexpected movements of the platform, for example, when a wheel runs over a small pothole. This sudden movement is

Before Starting Work...

- Look for leaks in hydraulic lines especially in connections and flexible hoses.
- Make sure the guards and interlocks are in place and work correctly.
- You should also check the above items every day before using the equipment. It will save being surprised in a good way and avoid any injury to yourself and your company. You must make sure that it has not been damaged or altered since then.
- If the equipment has flashing warning lights, switch them on whenever it is in use.
10. Only essential persons should be on the access platform. Never carry passengers on any part of the access platform.
11. Before you start work, move into a clear area and carefully practice all the controls and elevation operations until you are familiar with them.
12. Never operate a self-propelled access platform on a road or in a public area unless the machine is saved and in road and complies with road traffic regulations. In addition, you must have an appropriate driving licence. Most self-propelled platforms available for hire are not intended for use on public roads.
- Check with the hire company.
- Check the tyres, tyre pressures and wheel nuts, brakes and steering. Check fuel, oil, water, hydraulic fluid and battery levels. Check lights and warning devices. Check for structural damage or defects.
- Test the operating controls – both on the ground and on the platform.

POWERED ACCESS PLATFORM

TRAVELLING/TOWING

INSURANCE

- The manufacturer's information about the height and reach of the access platform should be read and understood. Never try to gain extra height or reach by using any other means.
- Never attempt to make any adjustment or alteration to the access platform to increase its range – this would be extremely dangerous.
- Check the following items as soon as you take delivery of the access platform. Do not use anything found damaged – contact the hire company.
- Check the Tyres, tyre pressures and wheel nuts, brakes and steering. Check fuel, oil, water, hydraulic fluid and battery levels. Check lights and warning devices. Check for structural damage or defects.
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SAFE WORKING LOAD

INSURANCE

BATTERY OPERATED ACCESS PLATFORMS

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- The SWL will be showing clearly on the access platform. This may also be shown in the form of a picture, showing the number of persons permitted on the platform. If only a weight is stated, you should allow 80 to 100kg for each person.
- You will also need to allow for all of the tools, equipment and materials that you will be using, including any items that you may put on the platform when elevated, for example light fittings.
- Some machines have a self-propelled access platform. These must always be secured against theft or vandalism by the hire. Lock it up and remove a wheel or the battery to prevent unauthorised use or theft.
- Under the terms of hire, you are responsible for the safe custody of the machines. You should indemnify the hire company against loss or unreasonable damage such as vandalism. The best way to achieve this is by insurance.
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WORKING ON SITE

INSURANCE

BATTERY OPERATED ACCESS PLATFORMS

- Some hire companies will offer insurance cover at an extra charge. In addition, you may be asked to provide a third party indemnity. It is unlikely that normal insurance policies will give any protection. If in any doubt about insurance cover, check with the Hire Company or insurer immediately.
- Battery operated access platform will be supplied by the hire company with fully charged batteries. Recharge the batteries at lunchtimes and overnight following instructions given on the machine or by the hire company.
- Never smoke near the battery compartment as explosive gases are emitted during the charge and discharge cycles.
- If the batteries are not kept charged the machine will stop.
- Fully charged batteries will be adequate for normal use through an eight hour day. However, jobs such as changing light bulbs which require many frequent elevations or movements of the platform will shorten the period during which the platform can be used before it requires recharging.
- Do not use cutting, grinding or welding equipment above the power supply. It may cause a short circuit or fire. (Continued overleaf...)
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